



Dear Councillor,

**YOU ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING OF
KILLINGHALL PARISH COUNCIL
to be held at the Methodist Church, Killinghall**

on Monday 3rd November 2025 @ 7:00pm

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation – Public Participation shall not exceed 15 minutes, and any member of the public shall not speak for more than 3 minutes (please see the councils Standing Orders Part 3 Item (e) onwards). Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings. The business to be transacted at this meeting is shown below.

As per our Standing Orders all motions will require a proposer, seconder and a show of hands.

Rob Bareham

Parish Clerk

Killinghall Parish Council

29th October 2025

Abbr: AH = Cllr Anne Holdsworth (Chair), JM = Cllr John Moretta, CD = Cllr Christopher Dunn, MD = Cllr Margaret Donnelly, ABL = Cllr Anne Blackledge, NS = Cllr Nigel Saunders, AJS = Cllr Angela Saunders, RT = Cllr Richard Thompson, JD = Cllr Jill Davis, RB = Rob Bareham (Parish Clerk), MH = County Cllr Michael Harrison, PL = County Cllr Peter Lacey

Key: AFSC-NY = Average and Fixed Speed Cameras – North Yorkshire, BR = Bank Reconciliation, CSWG = Community Speed Watch Group, DoI = Declaration of Interests, ETC = English Tree Care, FLS = Farm and Land Services, HA = Housing Association, IA = Internal Auditor, IAY = Internal Audit Yorkshire, KEPD= King Edwin Park Development, KPC = Killinghall Parish Council, KPS = Killinghall CE Primary School, KVRG = Knox Valley Residents Group, MoP = Member of the Public, LWG = Live Wild & Grow, NAG = Nidd Action Group, NAS = National Allotments Society, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, PRoW = Public Right of Way(s), SLCC = Society of Local Council Clerks, STAC = St Thomas the Apostle Church, VHT = Village Hall Trust, W3W = What 3 Words

Agenda

| <u>Item</u> | <u>Record</u> | <u>Action By</u> |
|-------------|--------------------------------|------------------|
| 2025.202 | Welcome by the Chairman | |
| 2025.203 | Absence, Apologies and Vacancy | |

- a) To Receive Apologies
- b) To approve the reason(s) for absence given by Councillors.
- c) For the clerk to update the council on any vacancies
- d) For the council to note that the vacancy for Killinghall Rural Ward must now be co-opted

2025.204 Dispensations & Pecuniary Interests

- a) To receive, consider and decide upon any applications for dispensations.
- b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests.

2025.205 Minutes for approval from Previous Meetings

- a) For the council to consider approving the minutes of the Parish Council meeting of the 6th October 2025

2025.206 Public participation Session (for the public to talk to councillors about items on the agenda)

2025.207 To receive the County Councillor's report

- a) For the council to receive the report from Cllr Harrison
Please see Appendix A
- b) For the council to receive the report from Cllr Lacey

2025.208 Councillor liaison to Local Organisations

- a) For MD to update on the Village Hall Trust (VHT) & Defibrillator.
- b) For CD or JD to update on Yorkshire Local Council Association (YLCA)
- c) For NS to update on King Edwin Park Development (KEPD)
See Appendix B
- d) For RT to update the council on Killinghall CE Primary School (KPS)
- e) For CD to update the council on Knox Valley Residents Group (KVRG)
- f) For CD to update the council on St Thomas the Apostle Church (STAC)
- g) For the council to consider appointing a councillor to the Killinghall Community Speed Awareness Group (KCSWG)

2025.209 To receive the Clerks report

- a) For the clerk to update the council on the defib training 17th November 2025 @ 7pm in the Village Hall.
- b) For the clerk to update the council on the FoI request in relation to access to/from to Newett Homes Development
- c) For the council to consider the laying of the wreath for Remembrance Sunday.

- 2025.210** **Matters arising from previous meetings** (Items requested to remain on the agenda or still to be resolved)
- a) For the council to consider “Project Eunomia (Website & email transfer) and consider any further actions.
 - b) For the clerk to update the council on the Greyhound Pub to become a “Community Asset” and for the council to consider any further action
- 2025.211** **Items for discussion from Councillors or a member of the public.** (These are new items that have been requested to be included in the agenda)
- a) For councillors to update the council on the meeting of the “Community Road Safety Group” held on Sunday 2nd November 2025 at the Curious Cow, Killinghall
- 2025.212** **Area 6 Highways**
- a) For the clerk to update the council on the passing points on Crag Lane
- 2025.213** **Council Committee and Working Party Reports**
- a) For the council to note the minutes of the Planning Committee from the 6th October 2025.
 - b) For the clerk to update the council on the transfer of its email & website hosting to Mythic Beasts Ltd (any actions approved under 2025191(a) – Project Eunomia (Website & email Transfer))
 - c) RT/NS to update the council on the new website build
- 2025.214** **The Glebe & Parish Benches**
- a) For the council to receive the Visual Inspection Report dated 30th July 2025
 - b) For the council to receive the Visual Inspection Report dated 27th August 2025
 - c) For the council to receive the Visual Inspection Report dated 29th October 2025
 - d) For the clerk to update on the Playground Incident of the 29th September 2025
- 2025.215** **Killinghall Moor Allotments & King Edwin Park**
- a) For the clerk to update the council on the acquisition of the allotments from Persimmons Homes
 - b) For the clerk to update the council on the “official” opening of the Allotments on the 7th November 2025 @ 3pm
 - c) For the clerk to update the council on the setting up of an Allotments Management Committee and the allocation of the allotment plots.
 - d) For the clerk to update the council on the Proposed Community Facility on KEPD
- 2025.216** **Budget, Banking and Audit Matters.**
- a) For the council to note the Bank Reconciliation for October 2025
 - b) For the council to note the Budget Report dated 28th October 2025

2025.217 Policy & Staffing Matters

- a) For the council to consider adopting the ICO Model Publication Scheme 2025
- b) For the council to consider adopting the Freedom of Information Policy 2025
- c) For the council to consider adopting The Grants Policy 2025
- d) For the council to consider adopting The Information and Data Protection Policy 2025
- e) For the council to consider adopting the Media Policy 2025
- f) For the council to consider adopting the Planning Committee Terms of Reference 2025
- g) For the council to consider adopting the Training and Development Policy 2025
- h) For the council to consider adopting the Standing Orders 2025
- i) For the council to consider adopting the Meeting with Developers Policy 2025
- j) For the council to note the Killinghall Policy Register Updated November 2025

2025.218 Financial Matters

- a) For the council to consider the clerks salary for October 2025 (992.94)
- b) For the council to consider the payment to HMRC Month 7 (£382.14)
- c) For the council to consider payment to Vision ICT Inv-20736 (£190.75 + £38.15 Vat)
- d) For the council to consider payment to LWG Inv-3304 (£560.00 + £112.00 Vat)
- e) For the council to note payment to Mythic Beasts Inv-250547 (£192.00 + £38.40 Vat) (see also 2025.213 (b))
- f) For the council to note the purchase of a new council laptop DELL 16 DC16256 Inv – 1405554973 (£651.88 + £130.38 Vat) (previously approved in the Budget for 2025/2026 item 2024.209 (g))
- g) For the council to ratify payment to Microsoft for MS365 Business Inv- (£115.20 + £23.04 Vat)
- h) For the council to note receipt of CloudyIT Invoice D-09323 to replace Quotation QH-06038-0 (see 2025.190 (c) (£2062.50 + £412.50 Vat)
- i) For the council to note receipt of Cloudy IT Invoice D-09324 to replace Quotation QH-06039-0 (see 2025.190 (d) (£549.00 + £109.80 Vat)

| | | |
|-----------------|---------------------------------|------------------------|
| 2025.219 | Payments: | |
| | Payment to Consider: | Amount |
| a) | R Bareham (October 2025) | £992.94 |
| b) | HMRC (Month 7) | £382.14 |
| c) | Vision ICT (Inv-20736) | £228.90 |
| d) | LWG (Inv-3304) | £672.00 |
| | <i>Sub Total (a)</i> | <u>£2275.98</u> |
| | Payments to Note: | Amount |
| e) | Mythic Beasts (Inv – 250547) | £230.40 |
| f) | DELL (Inv-1405554973) | £782.26 |
| g) | Microsoft 365 Business Standard | £138.24 |
| h) | CloudyIT (Invoice D-09323) | £2475.00 |
| i) | CloudyIT (Invoice D-09324) | £658.80 |
| | <i>Sub Total (b)</i> | <u>£4284.70</u> |
| | <i>Grand Total (a + b)</i> | <u><u>£6560.68</u></u> |

2025.220 **To confirm the date(s) of the next Council meeting(s):**
Ordinary Meeting of the Parish 1st December 2025 @ 7:00pm
Council
(Cut-off date for agenda items 25th November 2025 please)

Ordinary Meeting of the Parish 8th December 2025 @ 7:00pm
Council (Finance)

Ordinary Meeting of the Parish 12th January 2026 @ 7:00pm (Delay
Council due to Christmas & New Year)
(Cut-off date for agenda items 5th January 2025 please)

2025.221 **Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at meetings) Act 1960 Sec 1(2). (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed)**

a) For the Chair of the Statting Committee to update the council on the review of the clerk

b) For the council to consider any recommendation of the Staffing Committee to amend the clerks monthly contractual hours

c) For the council to consider any recommendation of the Staffing Committee to a variation to the clerk's position on the Local Government Service Pay Agreement 2025/2026.

d) For the council to note the clerk's additional hours for October 2025 of 20hrs

e) To note the clerks holiday from 17th – 23rd November 2025.

Appendix A

Michael

Councillor Michael Harrison
Killinghall, Hampsthwaite & Saltergate Division
Executive Member for Health & Adult Services



Appendix B

King Edwin Park Development – Liaison Councillor's report

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Roads

Tarmacing roads and pavements has been completed on:

- Ingleborough Drive
- Stainmore Grove
- Whernside Close

The contractors (Til-ex) have done a lovely job; smooth tarmac, and ironworks and kerbs finished nicely. The possibility of confusion over the planned traffic calming measures on Ingleborough Drive, reported in the 6th October meeting, has been resolved. They will be installed later when there are less frequent large vehicle movements.

Neighbourhood Watch

Killinghall Parish Council has donated the leaflets, window stickers and cards requested in the last Council meeting. Only the lamp post signs remain to be bought; unfortunately, these are out of stock now.

The first online meeting of the local volunteers took place on Friday 17th October. There were four attendees including the co-ordinator, but it is early days and there are three more volunteers. The Council's donation was received well, and distribution to homes on the estate is due to begin soon. Speeding was a concern introduced during the meeting, especially now that road surfaces have been improved. The coordinator is developing a website for the estate's scheme at kepnw.org.uk.